



# Why *Become a* Health Information Management Intern?

## Here's what program participants have to say about VHA's HIM Internship:

**"I am a proud graduate of the TCF HIM Internship program, and the experiences provided to me have proven to be priceless. The electronic health record utilized by VA is the best around and it is the envy of the private sector. As an HIM professional within VA I get to work with cutting edge technologies. I can not imagine working for any other health system."**

Richard Reid  
Privacy Specialist, VHA Office of  
Information Access and Privacy

**"The program is a great chance to network with other interns and HIM professionals, and I have been fortunate to have developed close friends and mentors that support my ability to be successful. Thanks to these individuals, I am now entering my second Chief, HIM position after working only four years in VA. I attribute my success and career advancement to the intern program and the people that I have met as a result."**

Amarah K. Hicks  
Chief HIM, West Palm Beach  
VA Medical Center

VHA's Technical Career Field (TCF) Internship in Health Information Management (HIM) prepares interns for careers within the Department of Veterans Affairs (VA). Each intern works closely with an assigned preceptor who has real-world, career experience within HIM and expertise in areas such as privacy, records management, and VA's award-winning electronic health record system. Over the course of the two-year program, interns develop necessary knowledge and skills to move directly into HIM management positions.

Upon successful completion of the program, interns are invited to apply for one of the many positions VA offers nationwide and have the opportunity to be converted to career-conditional or career appointments. Graduates of this program have moved directly into VA leadership positions including:

- ▶ Chief HIM
- ▶ Assistant Chief HIM
- ▶ HIM Specialist
- ▶ HIM Supervisor

## HIM interns get federal employment benefits such as:

**Paid federal holidays**  
**Paid sick and annual leave (personal/vacation)**  
**Health insurance**

*For more, please see back.*





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## *What can interns expect?*

- ▶ **Non-competitive placement in a VA job at the end of the internship with funded relocation**
- ▶ **Development of training plan with preceptor**
- ▶ **Travel**

## *Interns are required to:*

- ▶ **Have a BS in Health Information Management or an AS in Health Information Technology**
- ▶ **Successfully sit for the Registered Health Information Administrator/Technician exam during the first internship year**
- ▶ **Sign a mobility agreement**

## **HIM interns enjoy federal employment benefits, including:**

- ▶ 10 paid federal holidays
- ▶ 13 to 26 days of paid annual leave (personal/vacation) per year
- ▶ 13 days of paid sick leave per year with no limit on accumulation
- ▶ Retirement programs with matching contributions
- ▶ Health insurance
- ▶ Federal employee government life insurance
- ▶ Flexible spending accounts (Medical)
- ▶ Child care subsidy

## **Additional HIM Internship program benefits:**

- ▶ Two year full-time internship under a trained preceptor
- ▶ Salary funded for two years
- ▶ \$10,000 annually for tuition and travel for training (dependent on budget constraints)



Apply from February to July, at:

**[www.usajobs.opm.gov](http://www.usajobs.opm.gov) or [www.ahima.org](http://www.ahima.org)**

Find out more about VA's TCF program at:

**[http://www.vacareers.va.gov/l2\\_You\\_Students\\_Administration\\_1.cfm](http://www.vacareers.va.gov/l2_You_Students_Administration_1.cfm)**

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